

**MUNICIPAL DOCKET  
MAYOR AND BOARD OF ALDERMEN MEETING  
JUNE 1, 2021 BEGINNING AT 6:00 P.M.**

\*\*\*\*\*

Meeting Called To Order  
Invocation:  
Pledge of Allegiance:  
Roll Call

Mayor Allen Latimer  
Alderman Bostick  
Alderman Jones

**I. Vote on Municipal Docket**

**II. Consent Agenda**

- A. Approval of minutes for May 18, 2021 Mayor and Board of Aldermen meeting.
- B. Approval sponsorship of the Horn Lake Chamber Tournament Sept 9, 2021 for \$500.00 and the Northwest Community College 2+2 Tournament Sept 23, 2021 for \$600.00 to be paid with hotel/motel tax proceeds, finding that said events/organizations promote the attributes of the City and/or promote the City's tourism and economic development.
- C. Resignation of Monquil Davis in the Public Works Department effective May 19, 2021.
- D. Resignation of Hannah Ott in the Fire Department effective May 26, 2021.
- E. Resignation of Mark Glover in the Parks Department effective May 26, 2021.
- F. Acknowledgement of Written Reprimand on Employee #626 for violation of City Policy #701.
- G. Request suspension for employee #577, for 5 days, without pay, for violation of City Policy #701 and #704 in the Public Works Department, to be served June 7-11, 2021.
- H. Request to promote Seth Henderson to Certified Firefighter Level II at the rate of \$15.07 per hour, effective June 13, 2021.
- I. Request to hire the following seasonal contract workers for the 2021 Baseball season at a rate of \$7.50 per hour: Joseph Montana McGee and Tucker Layne Franks.
- J. Resignation of Nicholas Keith in the Parks Department effective May 30, 2021.
- K. Request Termination of Employee #627 in the Public Works Department for no call/no show effective May 28, 2021.

**III. Claims Docket**

**IV. Planning**

- A. Case No. 2037 - Rezoning from C-1, M-1 and OTC to Planned Unit Development at NE corner of Nail and Hurt Roads (public hearing was held on May 18, 2021, but no action was taken)  
**(WARD 3)**

**V. New Business**

- A. Resolution for cleaning private property
- B. Request approval for the Public Works Deputy City Clerk Job Description.
- C. Request approval for TNT Sound, Inc. to conduct additional cable drops for the new VOIP phone system at a cost of \$1,625.00.
- D. Request to rescind Board Order #11-11-20 approving Municode Meeting Management contract and request approval of CivicPlus Meeting Management Contract at a cost of \$8,200.00 the first year and \$4,578.00 each subsequent year.

- E. Request approval for 400 lbs of catfish from Dunn's Fish Farm for the fishing rodeo at a cost of \$2,500.00
- F. Request approval to purchase movie rights from SWANK motion pictures, INC. for the Summer movie program at a cost of \$1,240.00
- G. Request approval of bid from Hollingsworth Paving, Inc. for the paving of Fire Station 1&2 and seal Station 3 at a cost of \$47,794.82.
- H. Request to approve Kelsey Bishop with the city clerk certification stipends at \$1,500.00 annually for graduation of MSCCA 3 year certification program.
- I. Request approval of quitclaim deed, access and utility easement agreement, and access and temporary construction easement agreement in favor of Horn Lake 55 Business Center, LLC.
- J. Request for release of subdivision bond #103365996 (Sunrise Subdivision).
- K. Request approval of change order reducing the City Hall Re-Roof contract with Jessie Bryant Roofing in the amount of \$29,350.00.
- L. Request to approve Final Summary Change Order with Xcavators, Inc. for the Horn Lake EWP project from \$236,348.00 to \$211,806.08 (reduction of \$24,541.92).
- M. Request to approve Final Estimate No. 2 with Xcavators, Inc. for the Horn Lake EWP project at a cost of \$71,451.18.

**VI. Mayor / Alderman Correspondence**

**VII. Department Head Correspondence**

**VIII. Engineer Correspondence**

**IX. City Attorney Correspondence**

**X. Executive Session**

- A. Discussion regarding the prospective purchase, sale or leasing of lands. **(WARD 3)**

**XI. Adjourn**

June 1, 2021

Be it remembered that the meeting of the Mayor and Board of Aldermen of the City of Horn Lake, Mississippi was held on June 1, 2021 beginning at 6:00 p.m., it being the said time and place for conducting the meeting.

When and where the following were present: Mayor Latimer, Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, Alderman Johnson, Jim Robinson, CAO/City Clerk, Gary McElhannon, Public Works Director, Troy Rowell, Police Chief, David Linville, Fire Chief, Drew Coleman, Parks and Rec Director, Vince Malavasi, City Engineer, and Billy Campbell, City Attorney.

Absent: Alderman White and Alderman Roberts

Order #06-01-21

**Order to approve Municipal Docket**

Be It Ordered:

By the Mayor and Board of Aldermen to approve the Municipal Docket, as presented.

Said motion was made by Alderman Jones and seconded by Alderman Bledsoe.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, and Alderman Johnson.

Nays: None.

Absent: Alderman White and Alderman Roberts.

So ordered this 1st day of June, 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
CAO/City Clerk  
Seal

**Order to approve Consent Agenda**

Be It Ordered:

By the Mayor and Board of Aldermen to approve the Consent Agenda, items A-K as stated:

- A. Approval of minutes for May 18, 2021 Mayor and Board of Aldermen meeting.
- B. Approval sponsorship of the Horn Lake Chamber Tournament Sept 9, 2021 for \$500.00 and the Northwest Community College 2+2 Tournament Sept 23, 2021 for \$600.00 to be paid with hotel/motel tax proceeds, finding that said events/organizations promote the attributes of the City and/or promote the City's tourism and economic development.
- C. Resignation of Monquil Davis in the Public Works Department effective May 19, 2021.
- D. Resignation of Hannah Ott in the Fire Department effective May 26, 2021.
- E. Resignation of Mark Glover in the Parks Department effective May 26, 2021.
- F. Acknowledgement of Written Reprimand on Employee #626 for violation of City Policy #701.
- G. Request suspension for employee #577, for 5 days, without pay, for violation of City Policy #701 and #704 in the Public Works Department, to be served June 7-11, 2021.
- H. Request to promote Seth Henderson to Certified Firefighter Level II at the rate of \$15.07 per hour, effective June 13, 2021.
- I. Request to hire the following seasonal contract workers for the 2021 Baseball season at a rate of \$7.50 per hour: Joseph Montana McGee and Tucker Layne Franks.
- J. Resignation of Nicholas Keith in the Parks Department effective May 30, 2021.
- K. Request Termination of Employee #627 in the Public Works Department for no call/no show effective May 28, 2021.

Said motion was made by Alderman Bostick and seconded by Alderman Jones.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, and Alderman Johnson.

Nays: None.

Absent: Alderman White and Alderman Roberts.

So ordered this 1st day of June, 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
CAO/City Clerk  
Seal



CITY OF HORN LAKE  
BOARD MEETING  
6/1/2021



CITY OF HORN LAKE  
BOARD MEETING  
6/1/2021

Order #06-03-21

**Approval of Claims Docket**

Be It Ordered:

By the Mayor and Board of Aldermen to approve the Claims Docket as presented, provided funds are budgeted and available, finding that the expenditures are to objects authorized by law.

Said motion was made by Alderman Jones and seconded by Alderman Bledsoe.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, and Alderman Johnson.

Nays: None.

Absent: Alderman White and Alderman Roberts.

So ordered this 1st day of June, 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
CAO/City Clerk  
Seal

\*\* At this time the Mayor continued the Public Hearing from the May 18, 2021 Mayor and Board of Alderman meeting on Case No. 2037 – Rezoning from C-1, M-1 and OTC to Planned Unit Development at NE corner of Nail and Hurt Roads. The Mayor called on Ben Smith the engineer representing Bruce Prewett on this 9.6 acre project at the NE corner of Nail and Hurt Roads across from the school. Mr. Ben Smith from 2700 Stone Brook Nesbit, MS stated that the majority of the property is already zoned M-1 and mini-storage is allowed. Mr. Smith stated they are only asking for the small lot zoned C-1 to be rezoned to allow mini-storage. Mr. Smith stated the current M-1 does not provide for RV storage and that is why they are asking for a PUD. Mr. Smith stated tonight the request is only for a PUD rezoning and they would have to come back before the Board for approval of the site plan. Mr. Smith stated they felt a mini-storage would be the best use for this property across from the school. Mr. Smith stated there would not be an entrance across from the school, only off of Nail Road

Order #06-04-21

**Approval of Claims Docket**

Be It Ordered:

By the Mayor and Board of Aldermen to approve the Claims Docket as presented, provided funds are budgeted and available, finding that the expenditures are to objects authorized by law.

Said motion was made by Alderman Jones and seconded by Alderman Bledsoe.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Jones, and Alderman Johnson.

Nays: Alderman Bostick.

Absent: Alderman White and Alderman Roberts.

So ordered this 1st day of June, 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
CAO/City Clerk  
Seal

**RESOLUTION FOR CLEANING PRIVATE PROPERTY**

1535 Nail Road East	3330 Tulane West	7050 Dunbarton
7117 Durango	7401 Dunbarton	3290 Laurel
3435 Greenway	5380 Gilder Cove	3385 Greenway
2785 Hampden Cove	6375 Greenbriar	
5671 Chapel Hill	Parcel 1089300700000500	

**WHEREAS**, the governing authorities of the City of Horn Lake have received complaints regarding the following properties:

To the effect that said properties have been neglected to the point that weeds and grass are overgrown and there may exist other significant code and hazardous issues on the properties and that the properties in their present condition are a menace to the public health, safety and welfare of the community; and

**WHEREAS**, pursuant to Section 21-19-11 of the Mississippi Code of 1972 Annotated, as Amended, the municipal authorities have attempted notifying the property owner of the condition of the property, giving at least two (2) weeks' notice before the date of the public hearing, by mailing the notice to the address of the subject property and to the address where the ad valorem tax notice for such property is sent by the office charged with collecting the ad valorem tax; and on the property or parcel of land alleged to be in need of cleaning, giving notice of a hearing, by the Mayor and Board of Aldermen at their regular meeting on **Tuesday, June 1, 2021 beginning at 6:00 p.m.; and**

**WHEREAS**, pursuant to Section 21-19-11 of the Mississippi Code of 1972 Annotated, as Amended by HB 1281 of the 2010 regular session, a copy of the notice form, that was mailed and posted on the property or parcel is set out below to be included in the minutes of the governing authority in conjunction with this hearing;

Date

To:

The enclosed Notice of Hearing is given to you, as owner of the property located at, **property address** pursuant to Section 21-19-11 of the Mississippi Code. The public hearing will be held for the governing authority to determine if the above described property is in need of cleaning. **The public hearing on this property will be held on June 1, 2021 beginning at 6:00 p.m., at City Hall, 3101 Goodman Road, Horn Lake, Mississippi 38637.**

If pursuant to the public hearing the above described property is found to be in need of cleaning and it is authorized by the governing authority, the city will mow the grass and/or clean this property and make any other necessary repairs to bring this property into compliance with codes and ordinances adopted by the city.

If the property is cleaned by the city, the actual cost of cleaning the property, a penalty as set by the governing authority (up to the maximum of \$1,500.00), and any administrative and legal costs incurred by the city will be recorded as a tax lien against the property with the Desoto County Tax Collector's Office.

**You are further advised should the Board of Aldermen, pursuant to this hearing, determine that this property is in need of cleaning and adjudicate such on its minutes, that will authorize the city to reenter this property or parcel of land for a period of one (1) year after the hearing, without any further hearing, if notice is posted on the property or parcel of land and at city hall or another place in the city**



**where such notices are generally posted at least seven (7) days before the property or parcel of land is reentered for cleaning.**

I declare that the notice with this acknowledgement was mailed and/or posted on the property on or before May 18, 2021.

Henry Gibson  
Code Enforcement Officer  
662-393-6174

**WHEREAS**, the Mayor and Board of Aldermen on said date conducted a hearing to determine whether or not said parcels of land in their present condition were a menace to the public health, safety and welfare of the community. The property owner did not appear at said hearing, nor was any defense presented on their behalf.

**THEREFORE, BE IT RESOLVED AND ADJUDICATED** by the Mayor and Board of Aldermen of the City of Horn Lake that the said parcels of land located at said properties in the City of Horn Lake in their present condition are a menace to the public health, safety and welfare of the community and if said land owners do not do so themselves the City of Horn Lake with the use of municipal employees or contract services will immediately proceed to clean the land, cutting weeds, removing rubbish, other debris and make any other necessary repairs. All actual costs, plus penalties, administrative and legal costs will become an assessment and be filed as a tax lien against the property.

Following the reading of the Resolution it was introduced by Alderman Jones. And seconded by Alderman Guice for adoption and the Mayor put said Resolution to a Roll Call Vote with the following results, to wit:

<b>ALDERMAN GUICE</b>	<b>AYE</b>
<b>ALDERMAN BLEDSOE</b>	<b>AYE</b>
<b>ALDERMAN BOSTICK</b>	<b>AYE</b>
<b>ALDERMAN ROBERTS</b>	<b>ABSENT</b>
<b>ALDERMAN JOHNSON</b>	<b>AYE</b>
<b>ALDERMAN JONES</b>	<b>AYE</b>
<b>ALDERMAN WHITE</b>	<b>ABSENT</b>

The resolution having received the proper vote of all Aldermen present was declared to be carried and adopted on the 1st Day of June, 2021

---

ALLEN LATIMER, MAYOR

ATTEST:

---

CAO/CITY CLERK

Order #06-05-21

**Order to approve purchase**

Be It Ordered:

By the Mayor and Board of Aldermen to request approval for the Public Works Deputy City Clerk Job Description.

Said motion was made by Alderman Bostick and seconded by Alderman Jones.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, and Alderman Johnson.

Nays: None.

Absent: Alderman White and Alderman Roberts.

So ordered this 1st day of June, 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
CAO/City Clerk  
Seal

Order #05-05-21

**Order to approve agreement**

Be It Ordered:

By the Mayor and Board of Aldermen to approve interlocal agreement with the Horn Lake Creek Basin Interceptor Sewer District for construction of metering station providing for, among other things, the District to pay 25% of the costs of the project, not to exceed \$60,000.00.

Said motion was made by Alderman Jones and seconded by Alderman Guice.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, Alderman Johnson, and Alderman Roberts.

Nays: None.

Absent: Alderman White.

So ordered this 4th day of May, 2021.

---

Mayor

Attest:

---

CAO/City Clerk  
Seal

Order #05-06-21

**Order to approve contract**

Be It Ordered:

By the Mayor and Board of Aldermen to approve the contract with Brandi Johnson, Deputy Circuit Clerk for the purpose of setting up, testing, and programming Voting Machines for the City of Horn Lake General Election to be held June 8, 2021, in the amount of \$500.00.

Said motion was made by Alderman Johnson and seconded by Alderman Bledsoe.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, Alderman Johnson, and Alderman Roberts.

Nays: None.

Absent: Alderman White.

So ordered this 4th day of May, 2021.

---

Mayor

Attest:

---

CAO/City Clerk  
Seal

Order #05-07-21

**Order to accept bid**

Be It Ordered:

By the Mayor and Board of Aldermen to accept the lowest and best base bid plus alternate 2 in the amount of \$525,601.25 from and to award the unit price construction contract to Xcavators, Inc. for the Tulane Bridge Replacement project.

Said motion was made by Alderman Bostick and seconded by Alderman Jones.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, Alderman Johnson, and Alderman Roberts.

Nays: None.

Absent: Alderman White.

So ordered this 4th day of May, 2021.

---

Mayor

Attest:

---

CAO/City Clerk  
Seal

\*\*At this time the Mayor reported on the release of the Mississippi Department of Health's proposed medical Marijuana regulations and the public comment period and deadline. No action taken.

\*\*At this time, the City Engineer presented a proposed municipal street scan maintenance program. Mr. Malavasi will develop a fee schedule for the program and present it at a later meeting. No action taken.

Order #05-08-21

**Order to approve Memorandum Agreement**

Be It Ordered:

By the Mayor and Board of Aldermen to approve the memorandum agreement with Phoenix Two LLC and Yazoo Development Properties, LLC for construction of a sewer metering station to serve Baker Estates PUD, providing for, among other things, for each developer to pay 25% of the costs of the project.

Said motion was made by Alderman Jones and seconded by Alderman Bledsoe.  
A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, Alderman Johnson, and Alderman Roberts.

Nays: None.

Absent: Alderman White.

So ordered this 4th day of May, 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
CAO/City Clerk  
Seal

- A. Request approval for the Public Works Deputy City Clerk Job Description.
- B. Request approval for TNT Sound, Inc. to conduct additional cable drops for the new VOIP phone system at a cost of \$1,625.00.
- C. Request to rescind Board Order #11-11-20 approving Municode Meeting Management contract and request approval of CivicPlus Meeting Management Contract at a cost of \$8,200.00 the first year and \$4,578.00 each subsequent year.
  
- D. Request approval for 400 lbs of catfish from Dunn's Fish Farm for the fishing rodeo at a cost of \$2,500.00
- E. Request approval to purchase movie rights from SWANK motion pictures, INC. for the Summer movie program at a cost of \$1,240.00

- F. Request approval of bid from Hollingsworth Paving, Inc. for the paving of Fire Station 1&2 and seal Station 3 at a cost of \$47,794.82.
- G. Request to approve Kelsey Bishop with the city clerk certification stipends at \$1,500.00 annually for graduation of MSCCA 3 year certification program.
- H. Request approval of quitclaim deed, access and utility easement agreement, and access and temporary construction easement agreement in favor of Horn Lake 55 Business Center, LLC.
- I. Request for release of subdivision bond #103365996 (Sunrise Subdivision).
- J. Request approval of change order reducing the City Hall Re-Roof contract with Jessie Bryant Roofing in the amount of \$29,350.00.
- K. Request to approve Final Summary Change Order with Xcavators, Inc. for the Horn Lake EWP project from \$236,348.00 to \$211,806.08 (reduction of \$24,541.92).
- L. Request to approve Final Estimate No. 2 with Xcavators, Inc. for the Horn Lake EWP project at a cost of \$71,451.18.

Order #05-09-21

**Determination to go Into Executive Session**

Be it Ordered:

By the Mayor and Board of Aldermen to go into determination for Executive Session.

Said Motion was made by Alderman Jones and seconded by Alderman Roberts.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, Alderman Johnson, and Alderman Roberts.

Nays: None.

Absent: Alderman White.

So ordered this 4th day of May, 2021.

---

Mayor

Attest:

---

CAO/City Clerk  
Seal

Order #05-10-21

**Order to come out of Determination for Executive Session**

Be it Ordered:

By the Mayor and Board of Aldermen to come out of determination for Executive Session.

Said Motion was made by Alderman Jones and seconded by Alderman Bostick.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, Alderman Johnson, and Alderman Roberts.

Nays: None.

Absent: Alderman White.

So ordered this 4th day of May, 2021.



\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
CAO/City Clerk  
Seal

Order #05-11-21

**Order to go into Executive Session**

Be it Ordered:

By the Mayor and Board of Aldermen to go into Executive Session regarding:

- A. Discussion of Personnel Matters in all Departments.
- B. Discussion and strategy session regarding pending litigation involving denial of the site plan for Abraham House of God.

Said Motion was made by Alderman Bostick and seconded by Alderman Roberts.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, Alderman Johnson, and Alderman Roberts.

Nays: None.

Absent: Alderman White.

So ordered this 4th day of May, 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
CAO/City Clerk  
Seal

Order #05-12-21

**Order to Come Out of Executive Session**

Be it Ordered:

By the Mayor and Board of Aldermen to come out of Executive Session.

Said Motion was made by Alderman Bostick and seconded by Alderman Bledsoe.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, Alderman Johnson, and Alderman Roberts.

Nays: None.

Absent: Alderman White.

So ordered this 4th day of May, 2021.

---

Mayor

Attest:

---

CAO/City Clerk  
Seal

Order #05-13-21

**Order to approve pay increase**

Be it Ordered:

By the Mayor and Board of Aldermen to approve an annual salary pay increase of \$1,200.00 for Employee #8 effective May 16, 2021.

Said Motion was made by Alderman Roberts and seconded by Alderman Guice.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, Alderman Johnson, and Alderman Roberts.

Nays: None.

Absent: Alderman White.

So ordered this 4th day of May, 2021.

---

Mayor

Attest:

---

CAO/City Clerk  
Seal

Order #05-14-21

**Order to Adjourn**

Be it Ordered:

By the Mayor and Board of Aldermen to adjourn this meeting.

Said Motion was made by Alderman Bostick and seconded by Alderman Jones.

A roll call vote was taken with the following results:

Ayes: Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Jones, Alderman Johnson, and Alderman Roberts.

Nays: None.

Absent: Alderman White.

So ordered this 4th day of May, 2021.

---

Mayor

Attest:

\_\_\_\_\_  
CAO/City Clerk  
Seal

\*\*\*\*\*  
The minutes for the May 4, 2021 Mayor and Board of Aldermen special called meeting were presented to the Mayor for his signature on \_\_\_\_\_, 2021.

\_\_\_\_\_  
CAO/City Clerk